

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Special Meeting on Wednesday, March 16, 2011 was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark
Chris Colbert
William Gilbert
Kirk Martin
Bruce Miller
Scott Tracy**

Absent: **Patricia Griffin**

Staff: **Karen Ramsdell, Airport Director
Hazel Johns, Assistant Airport Director
Rebecca Fribley, Sr. Property Management Specialist
Mabel Shatavsky, Airport Commission Secretary**

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That the Lease Review Sub Committee meeting scheduled for Thursday, March 3 was cancelled.
3. That the Ordinance Sub Committee met on Tuesday, March 8, at 10:30 am in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
4. That on Friday, March 11, 2011 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented with the following addition:

That the Budget Sub Committee met on Friday, February 25, at 2:00 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.

MINUTES

5. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, February 16, 2011.

ACTION: Motion/Second for approval of the minutes by Commissioners Gilbert/Miller. Unanimous voice vote (Absent: Commissioner Colbert).

CONSENT CALENDAR

6. SUBJECT: LEASE AGREEMENT – EASY LIFT TRANSPORTATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Easy Lift Transportation, a California Non-Profit Corporation, for 1,584 square feet of office space in Building 304 and 15 parking spaces, at 53 Gerald Cass Place, at the Santa Barbara Airport, effective April 1, 2011, for a monthly rental of \$3,277.

Approved the recommendation; Agreement No. 201118

7. SUBJECT: LEASE AGREEMENT – PINOLI'S REFRIGERATION COMPANY, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a term Lease Agreement with Pinoli's Refrigeration Company, Inc., a California Corporation, for 1,744 square feet of office and storage space in Building 304, at 53 Gerald Cass Place, at the Santa Barbara Airport, commencing April 1, 2011 and ending July 31, 2013, for a monthly rental of \$1.891.

Approved the recommendation; Agreement No. 201119

8. SUBJECT: LEASE AGREEMENT – DOUG BLACK MASONRY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Doug Black Masonry, a Sole Proprietorship, for 5,159 square feet of unpaved land, at 125 Frederick Lopez Road, at the Santa Barbara Airport, effective April 1, 2011, for a monthly rental of \$867.

Approved the recommendation; Agreement No. 201120

9. SUBJECT: LEASE AGREEMENT – CABLE COM OF CALIFORNIA, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Cable Com of California, Inc., a Delaware Corporation, for 1,600 square feet of Building 115, at 6160-C Wallace Becknell Road, and 9,750 square feet of unpaved land at 6165 Francis Botello Road, at the Santa Barbara Airport, effective April 1, 2011, for a monthly rental of \$3,173.

Approved the recommendation; Agreement No. 201121

10. SUBJECT: LEASE AGREEMENT – ACCURATE AVIATION GROUP, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Accurate Aviation Group, Inc., a California Corporation, for 126 square feet of storage space in Building 122, at 302 William Moffett Place, at the Santa Barbara Airport, effective April 1, 2011, for a monthly rental of \$88.20, exclusive of utilities.

Approved the recommendation; Agreement No. 201122

11. SUBJECT: LEASE AGREEMENT – INDIAN ORCHARD TRUCKING, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Indian Orchard Trucking, Inc., a California Corporation, for 9,000 square feet of unpaved land, at 150 Arthur Mollenhauer Road, at the Santa Barbara Airport, effective April 1, 2011, for a monthly rental of \$1,260.

Approved the recommendation; Agreement No. 201123

12. SUBJECT: LEASE AGREEMENT – BEACHSIDE ASSOCIATES, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Beachside Associates, Inc., a California Corporation, for 1,053 square feet of shop space in Building 314, at 101-C Dean Arnold Place, at the Santa Barbara Airport, effective April 1, 2011, for a monthly rental of \$1,339, exclusive of utilities.

Approved the recommendation; Agreement No. 201124

13. SUBJECT: FEBRUARY 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Miller/Colbert. Unanimous voice vote.

LIAISON REPORTS

ACTION: Presented.

ADMINISTRATIVE REPORTS

14. SUBJECT: AIRPORT MARKETING PROGRAM

RECOMMENDATION: That Commission receive an oral report on the Airport's Marketing Program – Marketing Coordinator Terri Gibson

ACTION: Presented.

15. SUBJECT: FISCAL YEAR 2012 AIRPORT DEPARTMENT OPERATING BUDGET

RECOMMENDATION: That Airport Commission review and recommend approval of the Airport Department Fiscal Year 2012 Operating Budget – Assistant Director Hazel Johns

ACTION: Motion/second to recommend approval of the Airport Department Fiscal Year 2012 Operating Budget by Commissioners Colbert/Clark. Unanimous voice vote.

16. SUBJECT: RENTAL CAR CONCESSION AGREEMENTS

RECOMMENDATION: That Airport Commission approve and authorize the Airport Director to execute four five-year Rental Car Concession Agreements for the management of a rental car business at the Airline Terminal at 500 Fowler Road and the Quick Turn-Around Facility (QTA) at 25 David Love Place, at the Santa Barbara Airport, effective June 7, 2011 or the date of beneficial occupancy, whichever occurs first, with:

A. Avis Budget Car Rental, LLC, a Delaware Corporation, representing Avis Rent A Car System, LLC, and Budget Rent A Car System, Inc., for an annual minimum guarantee of \$465,000 or 10% of gross receipts, whichever is greater;

B. Enterprise Rent-A-Car Company of Los Angeles, LLC, a Nevada Corporation, representing Enterprise Rent-A-Car, and National Car Rental, for an annual minimum guarantee of \$464,016.00 or 10% of gross receipts, whichever is greater;

C. The Hertz Corporation, a Delaware Corporation, representing Hertz and Hertz Advantage, for an annual minimum guarantee of \$425,000.00 or 10% of gross receipts, whichever is greater; and

D. Enterprise Rent-A-Car Company of Los Angeles, LLC, a Nevada Corporation, representing Alamo Rent A Car a Delaware Corporation, for an annual minimum guarantee of \$101,004 or 10% of gross receipts, whichever is greater.

ACTION: Motion/second to approve and authorize the Airport Director to execute four five-year Rental Car Concession Agreements, effective June 7, 2011 by Commissioners Colbert/Clark. Unanimous voice vote.

DIRECTOR'S REPORT

17. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Master Plan RFQ
 4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects

1. Airport Terminal Improvement Project
- D. Council Actions

ACTION: Presented.

ADJOURNMENT

8:15 p.m., on order of Chair Martin.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Recording Secretary